

Notice of Intent (NOI) for coverage under Small MS4 General Permit Page 1 of 20

Part I: General Conditions

General Information

Name of Municipality or Organization: State:

EPA NPDES Permit Number (if applicable):

Primary MS4 Program Manager Contact Information

Name: Title:

Street Address Line 1:

Street Address Line 2:

City: State: Zip Code:

Email: Phone Number:

Fax Number:

Other Information

Stormwater Management Program (SWMP) Location
(web address or physical location, if already completed):

Eligibility Determination

Endangered Species Act (ESA) Determination Complete? Eligibility Criteria (check all that apply): ☐ A ☐ B ☒ C

National Historic Preservation Act (NHPA) Determination Complete? Eligibility Criteria (check all that apply): ☒ A ☐ B ☐ C

☒ Check the box if your municipality or organization was covered under the 2003 MS4 General Permit

MS4 Infrastructure (if covered under the 2003 permit)

Estimated Percent of Outfall Map Complete?
(Part II, III, IV or V, Subpart B.3.(a.) of 2003 permit) If 100% of 2003 requirements not met, enter an estimated date of completion (MM/DD/YY):

Web address where MS4 map is published:
If outfall map is unavailable on the internet an electronic or paper copy of the outfall map must be included with NOI submission (see section V for submission options)

Regulatory Authorities (if covered under the 2003 permit)

Illicit Discharge Detection and Elimination (IDDE) Authority Adopted? (Part II, III, IV or V, Subpart B.3.(b.) of 2003 permit)	Yes	Effective Date or Estimated Date of Adoption (MM/DD/YY):	05/09/06
Construction/Erosion and Sediment Control (ESC) Authority Adopted? (Part II, III, IV or V, Subpart B.4.(a.) of 2003 permit)	Yes	Effective Date or Estimated Date of Adoption (MM/DD/YY):	05/09/06
Post- Construction Stormwater Management Adopted? (Part II, III, IV or V, Subpart B.5.(a.) of 2003 permit)	Yes	Effective Date or Estimated Date of Adoption (MM/DD/YY):	05/09/06

Part II: Summary of Receiving Waters

Massachusetts list of impaired waters: *Massachusetts 2014 List of Impaired Waters*- <http://www.mass.gov/eea/docs/dep/water/resources/07v5/14list2.pdf>

Check off relevant pollutants for discharges to impaired waterbodies (see above 303(d) lists) without an approved TMDL in accordance with part 2.2.2.a of the permit. List any other pollutants in the last column, if applicable.

[illegible]

[illegible]

Click to lengthen table

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Part III: Stormwater Management Program Summary

Identify the Best Management Practices (BMPs) that will be employed to address each of the six Minimum Control Measures (MCMs). For municipalities/organizations whose MS4 discharges into a receiving water with an approved Total Maximum Daily Load (TMDL) and an applicable waste load allocation (WLA), identify any additional BMPs employed to specifically support the achievement of the WLA in the TMDL section at the end of part III.

For each MCM, list each existing or proposed BMP by category and provide a brief description, responsible parties/departments, measurable goals, and the year the BMP will be employed (public education and outreach BMPs also requires a target audience). **Use the drop-down menus in each table or enter your own text to override the drop down menu.**

MCM 1: Public Education and Outreach

BMP Media/Category (enter your own text to override the drop down menu)	BMP Description	Targeted Audience	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal	Beginning Year of BMP Implementation
Displays/Posters/Kiosks	Stormwater management system info displays at various public spaces/ events on pollution prevention	Residents/Businesses/Developers	DPW/MVPC Merrimack Valley Stormwater Collaborative/Greenscapes	Informational Posters & Display boards at locations to include Town Hall, community building	2018
Brochures/Pamphlets	Public education print materials	Residents/Businesses/Developers	DPW/MVPC Merrimack Valley Stormwater Collaborative/Greenscapes	2 messages over 5 years to each of the three targeted audience. (Note that Boxford does not have significant industry; targeted audiences are residents; commercial businesses & institutions; and developers.	2018
Special Events/Festivals/Fairs	Civic outreach events including display tables/info booth at Earth Day in Spring and Applefest in Fall	Residents	Boxford Historical Society (Applefest event); Greenscapes, Board of H	2 events per year	2018

[illegible]

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Part III: Stormwater Management Program Summary (continued)

MCM 2: Public Involvement and Participation

[illegible]

[illegible]

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Part III: Stormwater Management Program Summary (continued)

MCM 3: Illicit Discharge Detection and Elimination (IDDE)

BMP Categorization (enter your own text to override the drop down menu)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
SSO inventory	Develop SSO inventory in accordance of permit conditions	DPW	Complete within 1 year of effective date of permit	2019
Storm sewer system map	Create map and update during IDDE program completion	DPW/ with MVPC	Update map within 2 years of effective date of permit and complete full system map 10 years after effective date of permit	2019
Written IDDE program	Create written IDDE program	DPW/Stormwater Committee	Complete within 1 year of the effective date of permit and update as required	2019
Implement IDDE program	Implement catchment investigations according to program and permit conditions	DPW	Complete 10 years after effective date of permit	2020
Employee training	Train employees on IDDE implementation	DPW with MVPC Stormwater Collaborative	Train annually	2019
Conduct dry weather screening	Conduct in accordance with outfall screening procedure and permit conditions	DPW	Complete 3 years after effective date of permit	2019
Conduct wet weather screening	Conduct in accordance with outfall screening procedure	DPW	Complete 10 years after effective date of permit	2021
Ongoing screening	Conduct dry weather and wet weather screening (as necessary)	DPW	Complete ongoing outfall screening upon completion of IDDE program	2022

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Part III: Stormwater Management Program Summary *(continued)*

MCM 4: Construction Site Stormwater Runoff Control

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
Site inspection and enforcement of Erosion and Sediment Control (ESC) measures	Complete written procedures of site inspections and enforcement procedures	DPW/Board of Health/Building Dept/Conservation Commission	Complete within 1 year of the effective date of permit	2019
Site plan review	Complete written procedures of site plan review and begin implementation	DPW/Board of Health/Building Dept/Conservation Commission	Complete within 1 year of the effective date of permit	2019
Erosion and Sediment Control	Adoption of requirements for construction operators to implement a sediment and erosion control program	DPW/Board of Health/Building Dept/Conservation Commission	Complete within 1 year of the effective date of permit	2019
Waste Control	Adoption of requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes	Building Inspector	Complete within 1 year of the effective date of permit	2019

[illegible]

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
As-built plans for on-site stormwater control	The procedures to require submission of as-built drawings and ensure long term operation and maintenance will be a part of the SWMP	DPW/Board of Health/Building Dept/Conservation Commission	Require submission of as-built plans for completed projects	2019
Target properties to reduce impervious areas	Identify at least 5 permittee-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas and update annually	DPW	Complete 4 years after effective date of permit and report annually on retrofitted properties	2021
Allow green infrastructure	Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist	Planning Board/DPW/Conservation Commission	Complete 4 years after effective date of permit and implement recommendations of report	2021
Street design and parking lot guidelines	Develop a report assessing requirements that affect the creation of impervious cover. The assessment will help determine if changes to design standards for streets and parking lots can be modified to support low impact design options.	Planning Board/DPW	Complete 4 years after effective date of permit and implement recommendations of report	2021

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Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

MCM 6: Municipal Good Housekeeping and Pollution Prevention

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
O&M procedures	Create written O&M procedures including all requirements contained in 2.3.7.a.ii for parks and open spaces, buildings and facilities, and vehicles and equipment	DPW	Complete and implement 2 years after effective date of permit	2019
Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment	Create inventory	DPW	Complete 2 years after effective date of permit and implement annually	2019
Infrastructure O&M	Establish and implement program for repair and rehabilitation of MS4 infrastructure	DPW	Complete 2 years after effective date of permit	2019
Stormwater Pollution Prevention Plan (SWPPP)	Create SWPPPs for maintenance garages, transfer stations, and other waste-handling facilities	DPW	Complete and implement 2 years after effective date of permit	2019
Catch basin cleaning	Establish schedule for catch basin cleaning such that each catch basin is no more than 50% full and clean catch basins on that schedule	DPW	Clean catch basins on established schedule and report number of catch basins cleaned and volume of material moved annually	2018
Street sweeping program	Sweep all streets and permittee-owned parking lots in accordance with permit conditions	DPW	Sweep all streets and permittee-owned parking lots once per year in the spring	2018
Road salt use optimization program	Establish and implement a program to minimize the use of road salt	DPW	Implement salt use optimization during deicing season	2018

[illegible]

Part III: Stormwater Management Program Summary (continued)

Use the drop-down menus to select the applicable TMDL, action description to meet the TMDL requirements, and the responsible department/parties. If no options are applicable, or more than one, **enter your own text to override drop-down menus.**

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Part III: Stormwater Management Program Summary (continued)

Use the drop-down menus to select the pollutant causing the water quality limitation and enter the waterbody ID(s) experiencing excursions above water quality standards for that pollutant. Choose the action description from the dropdown menu and indicate the responsible party. If no options are applicable, or more than one, **enter your own text to override drop-down menus.**

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Part IV: Notes and additional information

Use the space below to indicate the part(s) of 2.2.1 and 2.2.2 that you have identified as not applicable to your MS4 because you do not discharge to the impaired water body or a tributary to an impaired water body due to nitrogen or phosphorus. Provide all supporting documentation below or attach additional documents if necessary. Also, provide any additional information about your MS4 program below.

*Screening Process for Effect on Historic Properties & Determination. See Letter attached

*USFWS Effects Determination. See letters attached.

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Part V: Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

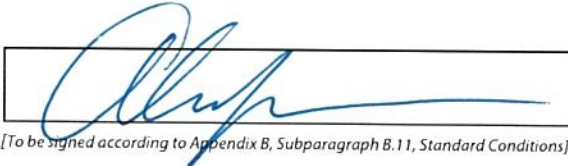
Name:

Alan Benson

Title:

Town Administrator

Signature:


[To be signed according to Appendix B, Subparagraph B.11, Standard Conditions]

Date:

8-30-18

Note: When prompted during signing, save the document under a new file name



TOWN OF BOXFORD

Office of the Board of Selectmen
7A Spofford Road
Boxford, MA 01921

www.town.boxford.ma.us

August 28, 2018

Tel: (978) 887-6000 Ext. 502

Fax: (978) 887-5361

To: File

From: Alan Benson

Re: Documentation of Town of Boxford's Determination of "No Affect" on Endangered Species or Critical Habitat of Boxford's MS4 Stormwater Management Program

The Town of Boxford is planning an updated Stormwater Management program for compliance with the Municipal Separate Storm Sewer System (MS4) Permit issued by EPA and MassDEP effective July 2018 for urbanized communities in the Commonwealth.

As part of the planning review of five-year activities, the Town of Boxford through its Stormwater Committee has reviewed resource lists provided by the U.S. Fish and Wildlife Service and has determined that the Town's Stormwater program meets Criteria C for coverage by the MS4 Permit.

- 1) The Town's MS4 area contains the Northern Long-Eared Bat, one of the USFWS listed species;
- 2) The Town's Stormwater Committee in its program assessment has determined the stormwater facilities managed under the permit are existing facilities authorized by the previous permit and that activities proposed under the Town's MS4 management & maintenance program are not anticipated to impact endangered species or critical habitat. EPA has documented consultation on the Massachusetts MS4 Program by letter from the USFWS New England Field Office dated January 8, 2018; and
- 3) The Town agrees that during the MS4 permit term, if the Town plans to install a structural BMP not identified in the Program Notice of Intent, the Town will conduct an endangered species screening for the proposed site and contact the USFWS if a proposed new activity "may affect" or is "not likely to adversely affect listed species or critical habitat under the jurisdiction of the USFWS.

Based on the Stormwater Committee's review as documented in the NOI preparation, I certify on behalf of the Town of Boxford the eligibility of the Town's MS4 Program Permit to use Eligibility Criterion C in our Notice of Intent for MS4 permit coverage for Endangered Species Act Determination.



Alan J. Benson
Town Administrator/CPO



TOWN OF BOXFORD

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August 28, 2018

To: File

From: Alan Benson

Re: Historic Properties Effect Determination of Boxford's MS4 Stormwater Management Program

The Town of Boxford is planning an updated Stormwater Management program for compliance with the Municipal Separate Storm Sewer System (MS4) Permit issued by EPA and MassDEP effective July 2018 for urbanized communities in the Commonwealth.

As part of the planning review of five-year activities, the Town of Boxford through its Stormwater Committee has determined that stormwater facilities managed under the permit are existing facilities authorized by the previous permit and that activities proposed under the Town's MS4 management & maintenance program are not anticipated to involve subsurface land disturbance.

Based on the Committee's review, I certify on behalf of the Town of Boxford the eligibility of the Town's MS4 Program Permit to use Criterion A in our Notice of Intent for MS4 permit coverage, whereby municipal stormwater discharges do not have the potential to cause effects on historic properties.

Alan J. Benson

Town Administrator/CPO

From: Ross Povenmire
To: [John Dold](#); [Kozminski, Michelle](#)
Cc: [Jerrard Whitten](#); jcosgrove@mvpc.org; [Alan Benson](#)
Subject: RE: Small MS4 NOI submission - additional or corrected information required
Date: Friday, September 28, 2018 9:22:31 AM

Hello John, Michelle,

In response to the EPA query below I offer the following:

1) Here is a hyperlink to the Boxford MIMAL program. On it you will find a "Drainage System" layer, make sure that is checked. You must zoom in to find the outfall icons. There are not many of them. An example is south of the three way intersection of Elm Street, Topsfield Road and Main Street: <http://mimap.mvpc.org/map/index.html?viewer=Boxford>

Please let me know if you cannot access the MIMAP program. The Merrimack Valley Planning Commission is working with us to make this available to the public without a password.

2) There are no structures identified as "discharges" per se on Chadwick's Pond. There are two equalizing culverts across Lily Pond Drive. One side of each of these culverts opens to Chadwick's Pond, the other side of these two culverts opens to ponded areas on the south side of Lily Pond Drive, and the culverts are partially submerged in normal conditions.

3) Penn Brook is no longer located in Boxford, despite what is shown on the USGS map (Ipswich Quadangle). Baldpate Pond has grown over time to encompass former wetland area as far as the power line ROW. The town boundary between Boxford and Georgetown was relocated in this area so that this portion of the pond is now in Georgetown (a fact not reflected on the USGS map). Penn Brook begins at the outfall of a culvert underneath the power line ROW. This outfall is located in the Town of Georgetown.

Ross